



ADMINISTRATION AND  
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE  
1950 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1950

10 MAR 2008

MEMORANDUM FOR MS. JOYCE E. MORROW  
ADMINISTRATIVE ASSISTANT TO THE SECRETARY OF  
THE ARMY

SUBJECT: Charter Renewal – Chief of Engineers Environmental Advisory Board


The charter for the Chief of Engineers Environmental Advisory Board is approved for renewal.

A notice has been published in the Federal Register announcing DoD's intention to renew the Committee's charter. On March 6, 2008, my Committee Management Officer, pursuant to 41 CFR § 102-3.70, will formally file the committee's renewed charter with the Library of Congress, the General Services Administration, and the appropriate congressional oversight committees.

As the DoD Sponsor for this federal advisory committee, you are reminded that you are responsible for:

- (a) Providing adequate support to the advisory committee and its membership;
- (b) Ensuring that the committee members are appointed according to DoD policy, and that they do not serve on the committee until all personnel and ethics paperwork has been processed by the appropriate offices; and
- (c) Ensuring that the United States Strategic Command Strategic Advisory Group is not unduly or inappropriately influenced by federal employees or any special interest.

If you should have any questions please contact me or my Committee Management Officer, Frank Wilson, at 703-601-2554, extension 113.

  
Michael L. Rhodes  
Deputy Director